

Minutes of the February 17, 2006 NIDCAC Meeting

Time: **Friday: February 17, 2006 9:30 am - Noon**
Place: Conference Room
Fifth Floor, Executive Office Building
521 So 14th Street
Lincoln, NE 68508

1) Call to order and notice of meeting publication

Chairman Ron Bowmaster called the meeting to order at 9:45 a.m. Present were: Ron Bowmaster, Bob Shanahan, Judy Jobman, Doug Thomas, Mahendra Bansal, William Ptacek, Michael Calvert, Sandy Zoubeck, and Heath Hollenbeck (replacing Jayne Scofield). Excused: Steve Henderson. Absent: Janice Walker, Clayton Erickson, and Gordon Adams.

The public meeting notice was published in the Lincoln Journal Star on February 11, 2006.

2) Resolution supporting LB 565, the Nebraska Land Information Systems Program Act.

At the December 16, 2005 meeting, the Council requested that a resolution supporting the enactment of LB 565 be prepared and presented for discussion. That resolution was distributed to the membership prior to the meeting. A motion was made and seconded to adopt the resolution and to direct the chairman to forward a copy of the resolution to the Nebraska Legislature. A vote of 6 ayes, 2 nays, and 1 not voting adopted the motion. Voting in the affirmative were: Bowmaster, Shanahan, Jobman, Thomas, Bansal, and Zoubeck. Voting nay were: Hollenbeck and Ptacek. Not voting: Calvert.

AFFIDAVIT OF PUBLICATION

State of Nebraska } SS.
LANCASTER COUNTY,

NOTICE OF PUBLIC MEETING.
I, the undersigned, Clerk of the County of Lancaster, Nebraska, do hereby give notice that a public meeting of the Board of Directors of the Lancaster Journal Star, legal newspaper printed, published and having a general circulation in the County of Lancaster and State of Nebraska, and that the attached printed notice was published in said newspaper one successive time(s) the first insertion having been on the 9th day of December, A.D., 2008, and thereafter on _____, 20____, and that said newspaper is the legal newspaper under the statutes of the State of Nebraska. The above facts are within my personal knowledge and are further verified by my personal inspection of each notice so read of said issues.

Subscribed to my presence and sworn to before me this _____ day of December, 2008.
Johnnie Ann Rutledge
Notary Public
\$9.00
555667

CLERK COUNTY - DAY OF MONTH
JULIAN DAY - DAY OF MONTH
BY PRINTING CO. JAN. 20, 2002

3) 2006-2007 NIDCAC Project Initiatives

As stated at the December meeting, the primary purpose of the February meeting was to identify a project to be sponsored by the Council during the 2006 calendar year. Prior to the meeting, the chairman circulated a list of potential projects that were extracted from the minutes of the 2005 meetings. This list included the following topics:

- Courthouse Public Safety Standards
- Best Practices in Local Government Technology Policies and Standards
- Local Government Electronic Records
- Local Government eBusiness Requirements
- Partner With NITC Community Council to Evaluate Local Technology Needs and Capabilities
- Emerging Technologies: Applications for Voice over IP
- Evaluate Alternative Funding Models for Technology Improvements
- Partner with IMS Shared Services Initiatives for Technical Support, Training, and Incubator Technologies

The chair opened the floor for discussion of project initiatives. During the discussion, the following projects were added to those previously identified.

- Initiatives to promote statewide GIS meta data definitions
- A project to identify and document data exchanges between state and local governments

- A project to create standardized information exchange forms, and to create a document library where governments could obtain and complete these standardized forms.
- A project to partner with IMServices in its efforts to develop shared services.

The members initiated a discussion to clarify the intent and possible outcomes of each initiative. The Council determined that a project to develop courthouse public safety standards was worthwhile, but that they did not believe that this project was within the statutory authority of NIDCAC. An amendment to the project to develop security standards for state and county networks, including physical security limiting access to hardware systems did fall within NIDCAC's charter. The sponsor of local government electronic records project indicated that this project was intended to address records retention and access to public records. The sponsor of the project to document data exchanges indicated that this project was intended to identify what information is now exchanged, and what exchanges need to take place and are not.

Traditionally, NIDCAC publishes a one and a five-year to ensure that projects of import are identified and retained by the Council. The chair reiterated that the purpose of the meeting was for the Council to identify a project that is succinct, focused, necessary, and capable of being completed within the year. The Chair initiated the process of selection by first asking the Council to remove projects from the discussion. The sponsor of the project to identify emerging technologies, voice over IP, suggested that this could be removed from the discussion. The Council agreed. The sponsor of the project to evaluate alternative funding models for technology offered that project for exclusion. The Council agreed that this project should be removed.

Further discussion focused on retaining the remaining projects in the five-year plan. The Council identified three primary projects as candidates for the current year. These projects were:

- Establish standards to ensure security of systems and telecommunications infrastructure, including physical security and access policies.
- Identify and document data exchanges between state and local governments, and between local governments.
- Develop best practices for document retention and distribution, including Internet access to public documents.

To identify the initiative, each member was allowed two hash marks to be used to identify their top two choices. The initiative receiving the greatest number of votes from among the membership would be addressed in NIDCAC's one-year plan. The remaining initiatives would be represented in the five-year plan. Tabulating the Council's votes resulted in the prioritization of the projects in the order listed above.

As a result, the Council agreed that security standards for systems and infrastructure would be addressed in 2006. The Chair asked for interested volunteers to serve as a steering committee. Members Doug Thomas, Heath Hollenbeck, and Sandy Zoubeck agreed join Ron Bowmaster as a member of the security standards sub-committee.

The Council tasked the chairman to draft a resolution establishing the sub-committee. The resolution will be distributed to the full membership and a vote to create the sub-committee will be recorded. The Chair was also tasked to develop a project charter. This charter will be reviewed at the next regular NIDCAC meeting.

4) Next meeting:

The next regular meeting of the Council will be May 19, 2006.

5) Adjourn: There being no further business, the Council adjourned.